



Special Event Permit
SPE2023-00146
Issue Date: 02/07/2024
Issued by: SSPAIN

Special Event Permit Type: Run, Walk

Organization Name: Heartland Racing Management, LLC

Event Name: Heart Hustle

Estimated Attendance: 1250

<u>Event Start</u>	<u>Event End</u>	<u>From</u>	<u>To</u>
02/10/2024	02/10/2024	08:30 AM	10:30 AM

Location: 208 Park Central E
Springfield, MO US 65806

Address: 100 PARK CENTRAL SQUARE SPRINGFIELD MO 65806

Conditions:

Department

Building Development
Services

Description

Building Development Service does not have any issues with the proposed event.

Building Development Services has no objection to issuing an amplified sound permit.

Fire

Approved Fire Access Lanes must be maintained.

Create an Emergency Action Plan (EAP) to be communicated to all staff members working at the event. The EAP covers situations such as, but not limited to, inclement weather or violent acts occurring during the event. Questions regarding this requirement can be directed to Battalion Chief Daniel Tscherny, Bureau Of Fire Prevention, at 417-874-2348 or by email at dtschern@springfieldmo.gov

Business Licensing

All vendors must be licensed/permitted appropriately. Zoned CC; Licensing will defer to Downtown Springfield Assoc. regarding the amplified sound permit.

Public Information Office

Greene County has confirmed traffic safety coverage for this event.

Heart Hustle 5K:

10 Officers Required for traffic control: Boonville & Olive; Boonville & Water; Jefferson & Water; JQH & Trailhead-Creamery Lot; JQH & Trafficway; JQH & STL; STL & McAllister; Walnut & Hampton; Walnut & JQH; JQH & Cherry; Cherry & Holland; Harrison & Holland; Harrison & Kimbrough; Harrison & Jefferson; State & South; State & Campbell; State & Market; Market & Mt. Vernon; Market & Walnut; College & Market; McDaniel & Campbell.

Type III Barricades placed at: PCW & Patton; PCE & Robberson; Booneville & Olive; South & McDaniel to close Park Central Square. These will need to be put up before the Start/Finish line is erected.

Volunteers Needed to Assist with Traffic at: Hampton & McDaniel; JQH & Elm; Cherry & Clay; Holland & Harrison; Harrison & Thomas; Market & Harrison; Market & Elm; Market & Pershing; Market & McDaniel.

Heart Hustle 1 Mile:

Volunteers Needed to Assist with Traffic at: Olive & STL; McDaniel & Jefferson; McDaniel & South; McDaniel & Campbell.

Participants will need to obey all pedestrian traffic laws.

PW Grounds

No Conditions Noted

PW Traffic Management

No apparent construction conflicts. This event is the same weekend as Comic Con so PD will have to be mindful of possibility of traffic conflicts on St. Louis Street.

City of Springfield
Special Event On-Line Application

Special Event #: SPE2023-00146

Start Date: 02/10/2024

Title: Heart Hustle

Role: APPLICANT

Site-Property Address:

Address Description (Additional information i.e. Suite or Building Number:

208 Park Central E
Springfield, MO US 65806

Event Information

Organization Information

Organization Name: Heartland Racing Management, LLC

Phone: 4178381076

Address: 1450 W Jackson St., #1966

Email: keaton@heartlandracingco.com

City: Ozark

State: MO

Zip: 65721

Website: www.heartlandracingco.com

Primary Contact

Name: Keaton Garrett

Phone: 4178381076

Email: keaton@heartlandracingco.com

Secondary Contact

Name: Ashley Raines

Phone: 4177703203

Email: ashleyeraines@gmail.com

Event Dates and Times

Event Starts	Event Ends	Event Setup Starts	Event Teardown Ends	Alternate Date
2/10/2024 8:30:00 AM	2/10/2024 10:30:00 AM	2/10/2024 4:00:00 AM	2/10/2024 11:30:00 AM	

Event Type

☐ Block Party ☐ Concert ☐ Festival

☐ Fireworks If checked, Fireworks require a permit.

☐ Parade ☐ Protest

☐ Pub Crawl

- Per General Ordinance No. 6195, Section 2-502: Two SFD Fire Marshals must be hired.
- All participating establishments must hold a current occupational liquor license.
- Type 3 Barricades with 'Road Closed' signage must be provided by applicant and staged at required locations.

☐ Rally ☒ Run ☒ Walk

☐ Other If "Other" please Describe:

Previous Event Held On:

Location of Previous Event:

Event Operations

Description of Activities:

Purpose of Event (Please be specific):

5k Run/Walk.

Raising funds for local non-profit

☒ I will upload a site map in the attachments.

☒ This event will be open to the public.

Estimated Attendance Per Day: 250

☐ This event is by invitation only.

☒ Registration for attendance is required.

☒ This event includes fundraising.

What is the cost of admission? \$30.00

Organization(s) benefiting from the event:

Springfield Chapter for Newborns in Need

Percentage of Profits donated: 25%

Use of Streets, Sidewalks, or Public Property

☐ Event is on Private Property Only

☒ Does event include use of streets, sidewalks, or public property? (If checked, Hold Harmless and Certificate of Insurance are required)

☒ I will attach a Hold Harmless Agreement on the Attachments page. A hold harmless is required if an event will use City property or right of way.

☒ I will attach a Certificate of Insurance on the Attachments page.

Certificate of Insurance:

- General Liability Insurance minimum of \$1,000,000
- Additional Insured Column and Per Occurrence must be marked
- City of Springfield must be listed as the 'Additional Insured'
- Certificate Holder: City of Springfield, Risk Management, 840 Boonville Ave., Springfield, MO 65802

Your event may qualify for insurance through the TULIP Program, which provides low cost general liability insurance to 'third-party' users of various venues and facilities for events. It protects both the user and the facility against claims by guests who may be injured as a result of attending the event.

☒ Street use and/or Street Closure Required

If Street Closure Required is checked, please list streets affected

Name of the Street(s)	Start Date / Time	End Date / Time
Downtown Square	2/10/2024 8:00:00 AM	2/10/2024 10:45:00 AM

☒ I will attach a Route Map on the Attachments page. Route Map is required for streets and / or sidewalks use.

- Traffic Management will determine barricade quantities and signage required for street closures.
- It is the responsibility of the event organizer to provide and place the barricades for the event.
- The number of traffic safety officers required is based upon the approved route map determined.
- If officers are required, event applicant is responsible for the hiring of officers, and if applicable, providing work comp insurance.

☐ This event uses the Expo Lot.

Use of the vacant lot at 735 E. Trafficway, requires a \$1,000 rental contract, certificate of insurance for a \$1 million general liability policy naming the City as an additional insured and the completion of a hold harmless agreement for any action arising out of your use of the property.

☐ This event uses a Park or Park Facility.

- If this event will take place solely in a Springfield-Greene County Park, please call 417-864-1049 to reserve the park facilities.

Event Food and Alcohol

☐ Food will be prepared, served or sold.

If checked, please, check all that apply:

☒ Pre-packaged food only

☐ Food prepared on-site

☐ Use of gas or charcoal grill

☐ Mobile food trucks

Participating Food Vendor/Food Truck Information

Number of anticipated food vendors and/or mobile food trucks? 0

Name	Address	Phone	Email	Springfield Business License
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- ☒ Unsure of Food Vendor/Food Trucks at this time, however I agree to notify the Health Department (417-864-1017) at least 30 days in advance who all food vendors will be to ensure they are permitted to prepare and serve food to the public.

Alcohol Usage

- ☐ Alcoholic beverages will be available at this event.

If alcohol is to be sold or served on private property:

- Attach catering/picnic application on the following Attachments page. The State of Missouri will issue the catering/picnic permit and the City of Springfield will issue a catering letter.

If alcohol is to be sold or served on City property, additional restrictions apply:

- View the City Alcohol Ordinance and note, especially, Section 10-66.
- Attach catering/picnic application on the following Attachments page. The State of Missouri will issue the catering/picnic permit and the City of Springfield will issue a catering letter.
- Permission to serve alcohol must be requested.
- \$1,000,000 Liquor liability is required with the City of Springfield listed as the additional insured.
- A third-party agreement may be required.

List businesses or organizations that will be responsible for obtaining any necessary liquor permits (such as catering/picnic permit from the State of Missouri and a catering letter from the City of Springfield)

Name	Address	Phone	Email	Springfield Business License
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- If alcohol is to be consumed on City property, additional restrictions may apply.

- ☐ I will attach proof of Liquor Liability Insurance on the Attachments page.

Event Merchandise Sales

- ☐ This event will have vendors advertising goods or services.

Business Contact Information

Business Name	Address	Phone	Email	Springfield Business License
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- ☒ Unsure of Vendors at this time.

Event Miscellaneous Information

- ☒ This event will have amplified sound and/or entertainment.

Sound amplification system means any radio, tape player, compact disc player, public address system, amplifier, loudspeaker or other electronic device used for the amplification of sound.

Sound-producing device means a radio, television, tape recorder, compact disc player or other digital player, phonograph, musical instrument or any other similar sound-producing instrument or device.

Performance Information

Start of Performance: 2/10/2024 7:45:00 AM

End of Performance: 2/10/2024 10:45:00 AM

Stage Location:

Electrical Usage

☐ This event will need access to electricity.

☒ This event will use a generator.

Tent Usage

☐ This event will use tents.

Number of Tents: 0

Specify tent Placement Location:

Porta Pots/Restroom Facilities

☒ This event will use Porta Pots/Restroom Facilities.

Facilities Contact Information

Business Name: BWI Sanitation

Address: 2203 N Brookline Ave Republic
MO 65738

Phone: 1-877-BWI-1000

Email: info@bwisanitation.com

Springfield Business License #:

Number of units?: 5

Facility placement Date/Time: 2/9/2024 12:00:00 AM

Facility removal Date/Time: 2/12/2024 12:00:00 AM

Trash Removal

Describe your plans for event trash removal.

Event Staff will collect and remove trash from premise.

Dumpster Usage

☐ This event will use dumpsters. Number of dumpsters 0

Location of Dumpster(s)

Business Contact Information (Dumpsters)

Business Name:

Address:

Phone:

Email:

Springfield Business License #: Heartland Racing Co.

Dumpster placement Date/Time:

Dumpster removal Date/Time:

Race Timekeeper Information

Timekeeper Name: Heartland Racing Co.

Address: 1450 W Jackson St., #1966
Ozark, MO 65721

Phone: 14178381076

Email: keaton@heartlandracingco.co
m

Food Vendor Wastewater Disposal

Describe your plans for food-vendor wastewater disposal. indicate "NA" if no food is to be served.

n/a

Security

☐ This event will use private security.

- Private security service cannot be used for traffic safety.
- Applicant is responsible for security of personnel during the event.
- The number of security officers or police officers will be determined by the Springfield Police Department based on the nature of the event.
- Contact the Police Department at 417-864-1727 for questions or clarification.
- If Springfield Police Department officers are required and utilized for traffic safety, workers compensation insurance coverage will be required.

Security Company Contact Information:

Business Name:

Address:

Phone:

Email:

Springfield Business License #:

Medical Service☐ This event will use emergency medical service.**Emergency Medical Service Contact Information:**

Business Name:

Address:

Phone:

Email:

Springfield Business License #: Heartland Racing Co.

Inclement Weather

What is the inclement weather contingency plan and how will inclement weather contingency plans be communicated to event staff and/or volunteers?

We have an EAP for all scenarios that staff is trained on and information will be communicated to staff, volunteers, and participants, via email and text.

Acknowledgements**Insurance**

I agree to provide a certificate of liability insurance in the amount of \$1,000,000 per person, \$1,000,000 in the aggregate, naming the City of Springfield as an additional named insured, with appropriate endorsements as required by the City.

If liquor is provided or served on City property the liquor license holder must provide liquor liability insurance in the amount of \$1,000,000 per occurrence, naming the City of Springfield as additional insured. Event sponsor will provide a copy of the liquor liability certificate of insurance to the City.

If Springfield Police Department officers are required and utilized for traffic safety, \$1,000,000 workers compensation insurance coverage will be required.

☒ I have read and understand the potential insurance requirements stated above.**CLEAN UP**

I agree to promptly clean up all paper or debris caused by applicant's use of the area and understands that if such clean up is not promptly undertaken the City reserves the right to do the cleaning itself and to charge the applicant for the actual time and expense incurred (bond or cash security may be required if attendance exceeds 1,000 persons).

☒ I have read and understand the clean up requirements stated above.**CITY CODES / PERMITS**

I agree that this event shall be conducted in an orderly manner with due regard for the convenience of the general public and with as little interference as possible with vehicles and movement of traffic. All lawful orders from police officers assisting with the event shall be followed. Applicant has received and read a copy of Section 36-485 of the City's Zoning Ordinance pertaining to Noise Standards. Applicant agrees to abide by all conditions as specified in the ordinance. Applicant also agrees to obtain all City permits and licenses that may be required, and shall comply with all other City laws and other conditions that the City Manager determines necessary.

☒ I have read and understand the city code / permit requirements stated above.**INDEMNITY**

Most permits require a "Hold Harmless Agreement" to be submitted and signed with the city. This means applicant will defend, indemnify and hold the City of Springfield harmless from and against all claims, losses, and liability arising out of personal injuries, including death, and damage to property which are caused by Applicant, or arising out of or in any way connected with the activities conducted pursuant to this application.

☒ I have read and understand the potential need for the "Hold Harmless Agreement."

CONDUCT / NUISANCES

Applicant understands that if the outdoor activity is conducted in such a way as to create a nuisance for any business or resident of the area, future permits may be denied for that reason alone. Applicant will be notified as soon as practical that the activity engaged in created a nuisance and may ask for a review of such determination. The Special Event Permit Coordinator in the Department of Public Information must be informed of any changes to the information provided in this document or to the site map.

☒ I have read and understand the city conduct / nuisance requirements stated above.

Signature

☒ By checking this box and typing my name below, I am electronically submitting my signature.

First Name

Middle Initial

Last Name

Keaton

J


Garrett

If you have questions regarding an event or this application, please contact Sharon Spain, Special Event Permit Coordinator, in the Department of Public Information, at 417-864-1105 or sspain@springfieldmo.gov.



Heart Hustle: Couple Shuffle

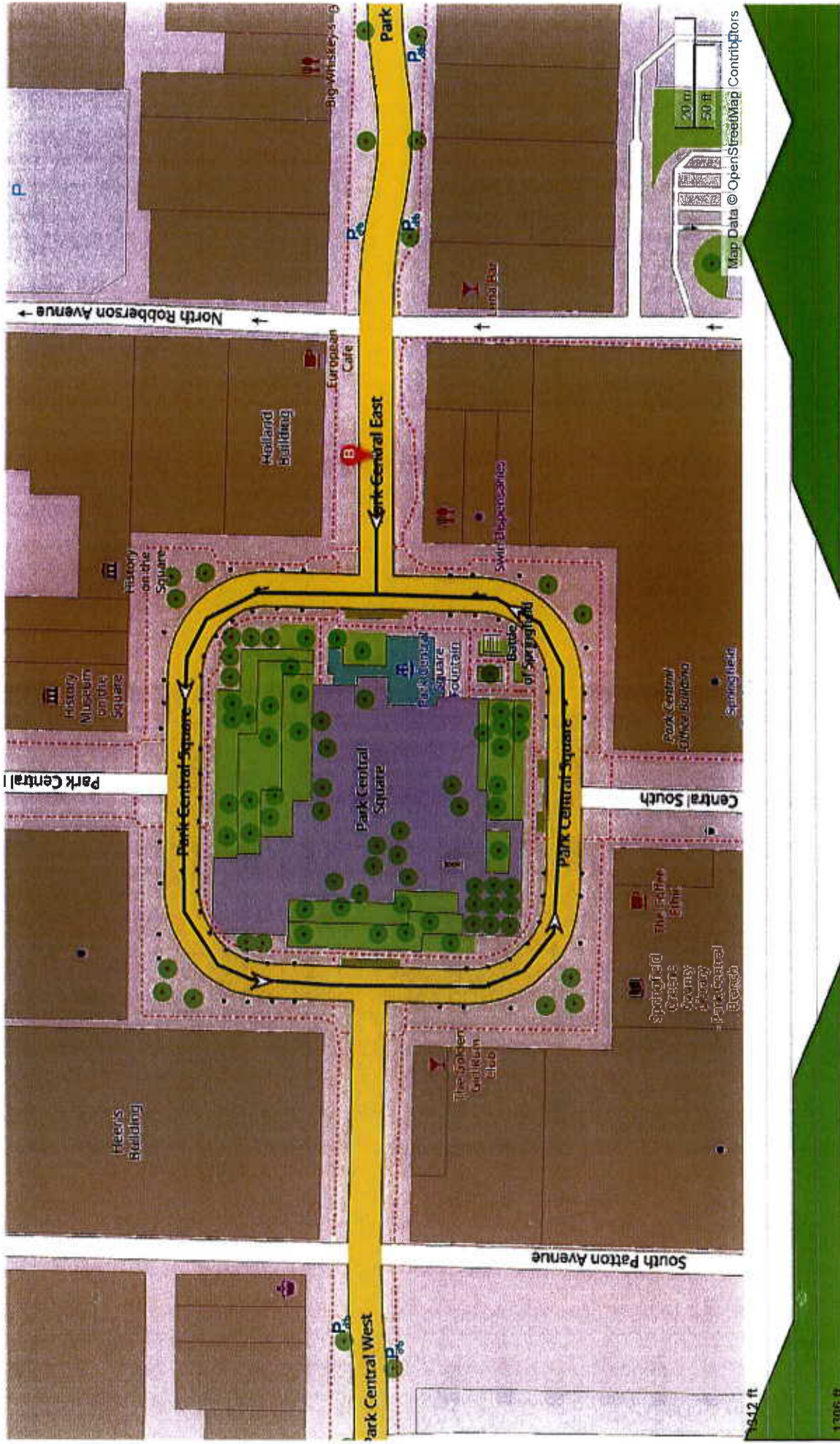
ROUTE INFORMATION

ROUTE LENGTH	0.187 miles
ASCENT	3 ft
DESCENT	6 ft
HILLS	↗ 33.3% ↘ 33.3% → 33.3%
TERRAIN	Road 
START	LAT: 37.208970, LNG: -93.291604

NOTES



Heart Hustle: Couple Shuffle



ROUTE DIRECTIONS

No	Miles	Turn	Directions
1	0.015	→	Enter roundabout
2	0.187		FINISH



Heart Hustle: 5k

ROUTE INFORMATION



ROUTE LENGTH	3.229 miles
ASCENT	118 ft
DESCENT	118 ft
HILLS	↗ 33.3% ↘ 38.6% → 28.1%
TERRAIN	Road A
START	LAT: 37.208970, LNG: -93.291602



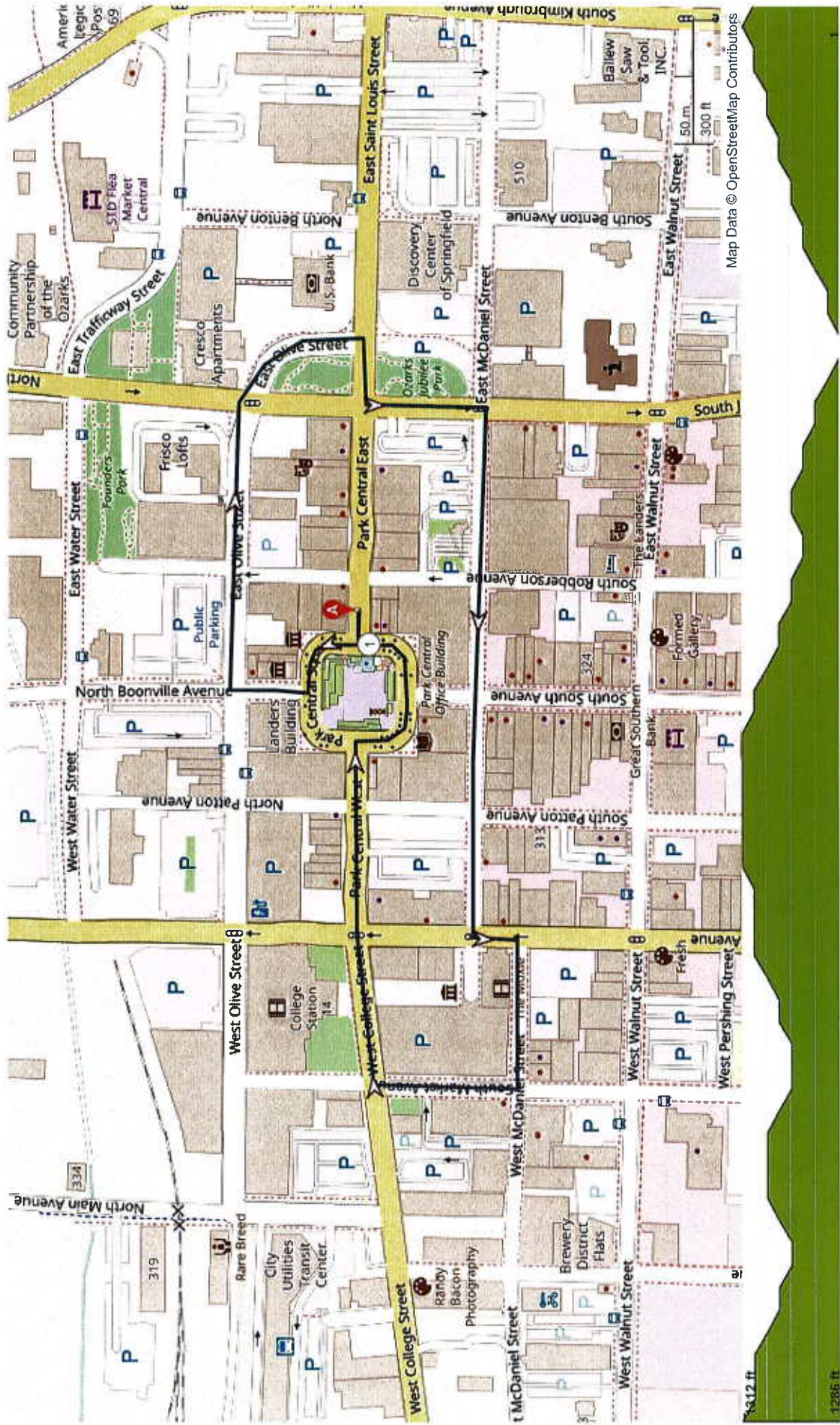
NOTES

This is a detailed street map of a city grid, likely St. Louis, Missouri. The map shows a grid of streets with various landmarks and points of interest. A yellow line highlights a specific route, starting from the bottom left, moving east on West College Street, then north on East Saint Louis Street, and continuing east on East Jefferson Avenue. The map includes labels for streets such as West College Street, East Saint Louis Street, East Jefferson Avenue, and East Olive Street. Landmarks like Jordan Valley Park, Springfield Expo Center, and the Estimote on Jordan Valley are marked. A scale bar at the bottom right indicates 1329 ft and 1276 ft. The map is credited to OpenStreetMap Contributors.

ROUTE DIRECTIONS

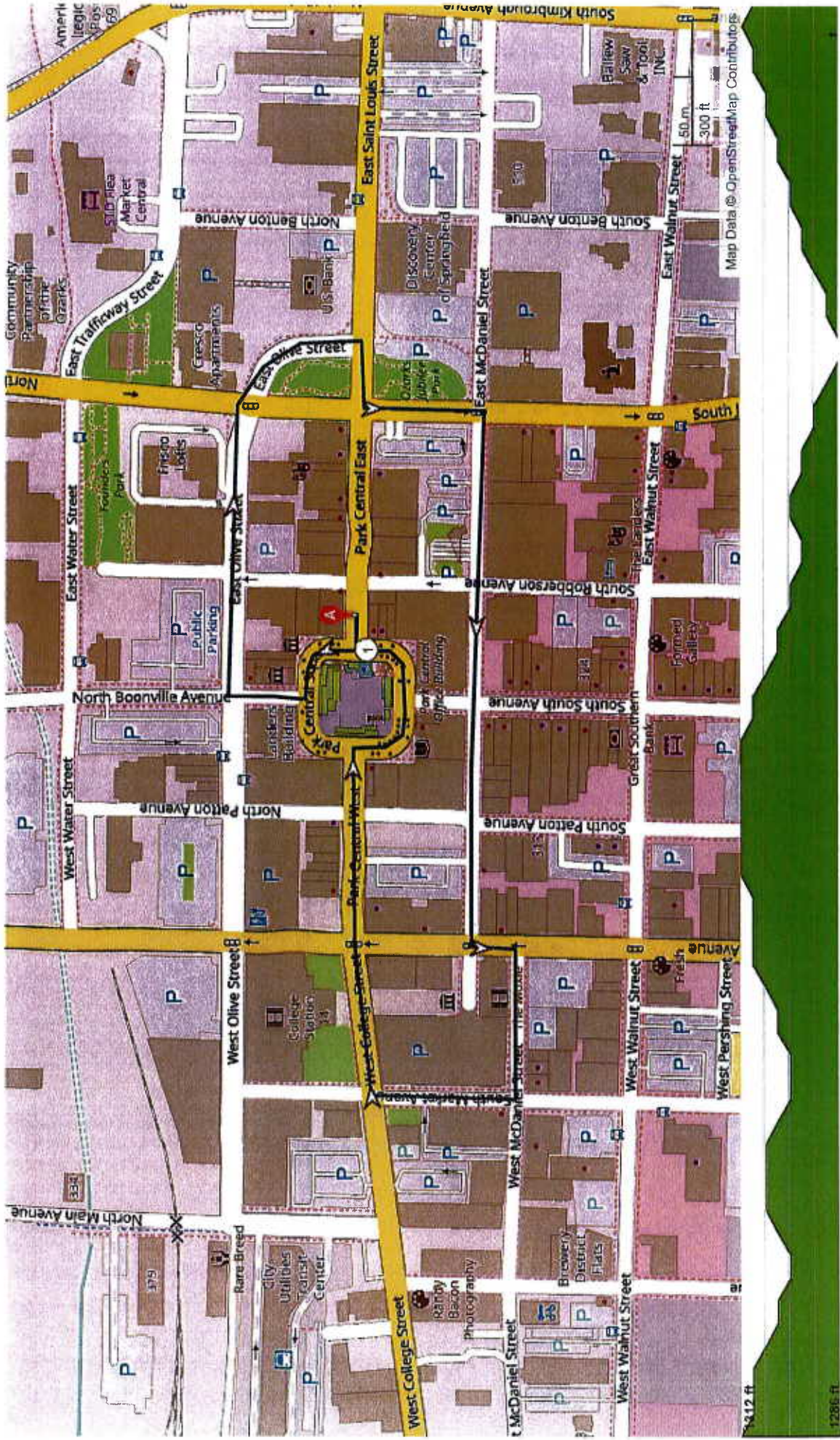
No	Miles	Turn	Directions
1	0.000		Start on Park Central East
2	0.015	→	Enter roundabout
3	0.163	→	Turn right onto East Water Street
4	3.229		FINISH

Heart Hustle: 1mi



Map Data © OpenStreetMap Contributors

Heart Hustle: 1mi



ROUTE DIRECTIONS

No	Miles	Turn	Directions
1	1.021		FINISH